

ERASMUS internships offer by the consortium EDUCA

Bayern Handwerk International GmbH

EMPLOYER INFORMATION	
Receiving organization (name, address)	Bayern Handwerk International GmbH
Short Description of the organization/company	Export promotion agency for Bavarian skilled crafts. Supported by the six Bavarian chambers of skilled crafts together with the Bavarian Ministry of State of Economics, Land Development and Energy. Tasks: support of our members in opening up new export markets, providing information on rules and regulations for export and organisation of common stands at international fairs abroad. Headquarter in Nuremberg, branches in Munich and CZ-Pilsen
Number of employees	12
Year of foundation	1989
Contact person	Edith Böhm
Contact tel	+49 911 586856-30
Contact mail	e.boehm@bh-international.de, www.bh-international.de

PLACEMENT INFORMATION	
City, State	D-Nürnberg, D-Munich, CZ-Plzen
Description of activities the student will be involved in	Research at (foreign) authorities and institutions; Assistance in the organization of trade fair appearances, business travels and other events; administrative works: data maintenance, creation of PowerPoint presentations, Creation of brochures, statistics etc.
Department / Function	Consulting and Fairs
Duration	it would be best 4-6 months
Working Hours/Weekly Hours	Full time
Help with finding Accommodation or any other Contributions or help from the organization	Yes.
Other	
REQUIREMENTS	
Trainee	Student (m/w/d), graduate
Computer skills	Very good knowledge of Microsoft Office and others
Oral and written language skills	Very good knowledge of German (minimum C1)
Drivers license	Not necessarily
Other requirements	Interest in foreign trade issues
Work areas	Business & Administration, consulting

Experience of our participants are found on our website www.educaops.eu
For more information don't hesitate to contact your Erasmus coordinator or Educa o.p.s.